

ADMINISTRATIVE MESSAGE

ROUTINE

R 240407Z MAR 99 ZYB PSN 617833Y28

FM CG III MEF//G-4/SUP/MMO//

TO HQSVCBN III MEF//S-4/SUP/MMO//
THREE ONE MEU SOC//S-4/SUP/MMO//
SEVENTH COMMBN//S-4/SUP/MMO//
R 191400Z MAR 99 ZYB PSN 580746Y30

FM CG MCB CAMP BUTLER JA//G-4/TMO//

TO CG III MEF//G4/SUP/MMO/TMO//
CG FIRST MAW//G4/SUP/MMO//
CG THIRD FSSG//G3/MSE/SSE/GY/SUP/MMO//
CG THIRD MARDIV//G4/SU/MMO//

INFO CDR835THTRANSBN OKINAWA JA//TO//
THIRD SUPPLY BN//SMU/PPP//
ZEN/CG MCB CAMP BUTLER JA//G-4/TMO//

UNCLAS //N04050//

MSGID/GENADMIN//

SUBJ/VEHICLE SHIPPING PROCEDURES VIA THE DEFENSE TRANSPORTATION
/SYSTEM//

RMKS/1. THIS IS A JOINT COORDINATED MESSAGE BETWEEN CG, III MEF; CG,
MCB CAMP BUTLER; CG, 3D FSSG; AND CDR 835TH TRANSPORTATION BN.

2. PURPOSE: TO CLARIFY THE RESPONSIBILITIES OF EACH ACTIVITY
INVOLVED IN THE SHIPMENT OF RETROGRADE VEHICLE (III MEF UNITS; MCB,
TMO, 3D FSSG, G-3/PP&P, AND 835TH TRANS BN) TO ENSURE A SEAMLESS
FLOW OF CARGO IS EXECUTED THROUGH THE DEFENSE TRANSPORTATION
PIPELINE.

3. BACKGROUND: TMO MCB BUTLER MET WITH III MEF, G4/SUP, 835TH TRANS
BN AND 3D FSSG, G3/MSSE REPRESENTATIVES TO REVIEW CURRENT SURFACE
RETROGRADE VEHICLE SHIPPING PROCEDURES. THE INTENT WAS TO IDENTIFY
CURRENT SHIPPING CONCERNS, IMPROVE SHIP TIME, AND PUBLISH UPDATED
GUIDANCE TO III MEF CUSTOMERS.

4. THE RETROGRADE OF EQUIP FROM OKINAWA VIA MILITARY SEALIFT COMMAND
(MSC) OR COMMERCIAL VESSEL IS ACCOMPLISHED IN THREE PHASES AND CLOSE
COORDINATION BETWEEN ALL ACTIVITIES IS NECESSARY TO ENSURE EQUIP IS
MOVED OFF-ISLAND AS EFFICIENTLY AS POSSIBLE. THE PHASES ARE:

- A. REQUEST FOR SHIPPING
- B. PREP AND MOVEMENT OF EQUIP TO NAHA PORT
- C. FINAL PREP OF EQUIP FOR SHIPPING

5. REQUEST FOR SHIPPING TASKS:

A. III MEF UNITS

(1). RECEIVE SHIPPING DISPOSITION INSTRUCTIONS FROM
COMMARFLORLOGBASES, ALBANY, GA. (NOTE: ALL "IROAN "AND "R&E"

VEHICLES WILL BE COORDINATED THROUGH 3D FSSG, G-3)

(2) PREPARE DD FORM 1348 OR DD FORM 1149 IN ACCORDANCE WITH DISPOSITION INSTRUCTIONS.

(3) TURN-IN DD FORM 1348 OR DD FORM 1149 TO TMO, BLDG 401, CAMP KINSER.

(4) MAINTAIN EQUIP IN ASSIGNED CONDITION CODE UNTIL READY FOR SHIPMENT.

B. TMO

(1) ACCEPT DOCUMENTATION FROM SHIPPING UNIT.

(2) PREPARE DD FORM 1384, TRANSPORTATION CONTROL MOVEMENT DOCUMENT (TCMD) AND DD FORM 1387, MILITARY SHIPPING LABEL (MSL)

(3) FORWARD TCMD AND MSL TO TMO, MARINE LIAISON, NAHA PORT.

C. TMO, MARINE LIAISON, NAHA PORT

(1) ~~SUBMIT TCMD TO 835TH TRANS BN, OCEAN CARGO BOOKING OFFICE (OCBO)~~

FOR SUBMISSION IN THE WORLDWIDE PORT SYSTEM (WPS).

(2) PROVIDE COPY OF APPROVAL LISTING TO TMO, SHIPPING SECTION.

(3) NOTIFY III MEF UNIT AND 3D FSSG, PP&P, VIA MSG, WHEN EQUIP APPROVED FOR SHIPMENT AND ELIGIBLE FOR MOVEMENT TO NAHA PORT.

D. 835TH TRANSPORTATION BATTALION

(1) INPUT TCMD INTO WPS.

(2) PROVIDE MARINE LIAISON WITH SHIPMENT APPROVAL LISTING.

6. PREP AND MOVEMENT OF EQUIP TO NAHA PORT TASKS:

A. TMO, MARINE LIAISON, NAHA PORT

(1). SEND MSG TO SHIPPING UNIT DIRECTING DATE/TIME EQUIP WILL BE DELIVERED TO NAHA PORT.

B. III MEF UNITS

(1). PER TMO MSG, CONTACT 3D FSSG, PP&P TO PREP EQUIP FOR SHIPMENT.

(2). ENSURE VEHICLES HAVE FUNCTIONAL TIRES, STEERING WHEELS, LIFT SHACKLES, ETC., AND NOT MORE THAN 1/4 TANK OF FUEL.

(3). COORDINATE WITH 3D FSSG, LMCC FOR MOVEMENTS REQUIRING EXTERNAL SUPPORT FOR OUTSIZED / OVERSIZED LIFT OR CONVOY (MORE THAN 5 VEHICLES).

(4). TRANSPORT VEHICLE TO NAHA PORT AT PRESCRIBED TIME/ DATE AND

CONTACT TMO, MARINE LIAISON OFFICE. 835TH TRANS BN WILL NOT

AUTHORIZE PORT ACCESS WITHOUT MARINE LIAISON ESCORT. NOTE:

EQUIP IS STAGED AT NAHA PORT, UNIT PERSONNEL ARE NO LONGER AUTH

ACCESS TO THE EQUIP WITHOUT PRIOR APPROVAL OF TMO MARINE LIAISON.

7. FINAL PREP OF EQUIP FOR SHIPPING TASKS:

A. TMO, MARINE LIAISON NAHA PORT

(1). AFFIX MILITARY SHIPPING LABELS AND STAGE VEHICLES FOR SHIPMENT.

(2). COORDINATE VIA MSG CONTACT TEAM REQUIREMENTS FOR FINAL PREP OF SHIPMENT ON THE SHIP'S LOAD DATES.

(3). PROVIDE III MEF, SUPO WITH COPY OF SHIP'S MANIFEST WHEN PUBLISHED BY 835TH TRANS BN.

B. III MEF UNITS

(1). PROVIDE CONTACT TEAM AS REQUESTED. CONTACT TEAM MUST BE AVAILABLE ON THE SHIP'S LOAD DATES TO ENSURE VEHICLE STOWAGE ON VESSEL. 835TH TRANS BN WILL NOT LOAD VEHICLES THAT HAVE FLAT TIRES, MISSING LIFTING SHACKLES, IMPROPER CONFIGURATION, ETC.

8. COORDINATION: UNITS MUST NOTIFY AND SUBMIT SHIPPING REQUIREMENTS TO TMO IN ORDER FOR TMO TO SUBMIT TRANSPORTATION DOCUMENTATION TO THE 835TH TRANS BN. THE 835TH'S OCBO'S SUBMISSION OF THE TCMD IN WPS NOTIFIES THE MSC OF VESSEL/STOWAGE REQUIREMENTS. MSC VESSELS TRANSIT SEVERAL PORTS THROUGHOUT THE PACIFIC THEATER ENROUTE TO OKINAWA. EACH PORT IS ALLOCATED STOWAGE SPACE ON MSC VESSELS WHICH IS DICTATED BY REQUIREMENTS IDENTIFIED IN WPS. UNITS CANNOT WAIT UNTIL VESSEL ARRIVAL TO INITIATE REQUESTS FOR SHIPMENT BECAUSE STOWAGE SPACE MAY NOT BE AVAILABLE.

EXCEPTIONS: ROLLING STOCK CARGO THAT MAY BE CONTAINERIZED (HMMWV'S, GENERATORS, ETC.) WILL BE SHIPPED UTILIZING THE PROCEDURES OUTLINED ABOVE; HOWEVER, WILL BE SHIPPED VIA COMMERCIAL VESSELS WHICH TRANSIT NAHA PORT ON A ROUTINE BASIS.

9. POINTS OF CONTACT: CWO2 BAILEY/GYSGT PERKINS, MCB, TMO, FREIGHT OPERATIONS AT 637-3919/4004; SSGT COOPER, MCB, TMO, MARINE LIAISON, NAHA PORT AT 637-7663; MR. FRED ARTIS, 835TH TRANS BN, MTMC, NAHA PORT AT 637-7748; GYSGT WILSON, 3D FSSG, PP&P AT 637-1545.//